## Round Rock Police Department

#### **Mission Statement:**

In alliance with our community, the members of the Round Rock Police Department provide public safety and promote a high quality of life. Police Department Goals

#### Vision:

Effectively respond to the adaptive challenges created by a rapidly growing community that is striving to maintain its low crime rate and high quality of life. Deliver policing that responds to the needs of the community and engages them to share in the responsibility of keeping Round Rock a great community.



# ROUND ROCK POLICE DEPARTMENT

615 E. Palm Valley Blvd. Round Rock, Texas 78664

mmiller@round-rock.tx.us (512) 218-5535 Fax (512) 218-7060



Round Rock Police Department

INTERNAL AFFAIRS

Filing a complaint against the Police

Round Rock Police Department April 10, 2006

Tel: 512 218-5535

### INTERNAL AFFAIRS OFFICE

# How to file Complaints Against Police Officers

- Contact the Police Supervisor on Duty by phone or in person at the Police Department. The non-emergency Phone number is: (512) 218-5500
- Contact Internal Affairs Directly Monday through Friday 8am.-5pm. At (512) 218-5535.
- Formal complaints against Police Officers are accepted in writing and signed by the person making the complaint, you may make an appointment with the Internal Affairs Office to arrange and complete that process. Just as citizens who are arrested must be notified of the charges against them, Police Officers must also be notified and provided a copy of the complaint prior to any potential employment action.
- The Department does not accept complaints later than 180 days from the date of the incident related to the complaint, with exception to very special cases such as criminal misconduct, or when good cause can be shown making the complaint sooner was not possible or practical. Complaints must be made by a person who "has standing:" i.e., the actual recipient of police misconduct, a person who witnesses an unlawful act by a Police Officer, or parents/legal guardians making complaints on behalf of minors.

- A person who wishes to file a complaint involving violations of civil rights may also choose to make his/her complaint with the U.S. Department of Justice by contacting your local F.B.I. office (Federal Bureau of Investigation).
- The Internal Affairs Office does not accept complaints in regard to the guilt or innocence of defendants in traffic ticket cases and/ or criminal offenses. Those matters are reserved to the judgment of the proper judicial court for adjudication.

If you would like to compliment the professionalism of our officers, or their dedication to serving our community, please feel free to contact our Internal Affairs Office and let us know.

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